

CLOSTER BOARD OF EDUCATION
Closter, New Jersey

MINUTES
WORK SESSION & BUDGET HEARING
Tenakill Middle School
May 2, 2019

The Board Meeting was called to order by President Lambert at 7:30 PM.

The following board members were present:

Ms. S. Lee, Ms. Finkelstein, Ms. Bhagat, Ms. Micera,
Ms. Kwon, Mr. Lambert, Ms. S.M. Lee, Mr. Linn and Ms. Kothari

The following board members were absent:

None

Also present: Ms. Newberry and Mr. Villanueva

NEW JERSEY OPEN PUBLIC MEETINGS ACT STATEMENT - Read by the President:

The New Jersey Open Public Meetings Act was enacted to ensure the right of the public to have advance notice of and to attend the meeting of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of this Act, the Secretary to the Board of Education has caused notice of this meeting by having the date, time, and place thereof, posted at each school building within the district, the Board of Education office, the Office of the Borough Clerk, and transmitted to *The Record* and *Northern Valley Suburbanite* newspapers.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Lambert

SUPERINTENDENT'S REPORT

- Development of 3-Year Comprehensive Equity Plan (2019-2022)
- Superintendent's Merit Goals 2018-2019
- C&I Report - April 2019

PRESENTATION

- Transgender Committee
 - The Transgender Committee presented their months of work to the board in relation to the various issues that could potentially arise to our LGBTQ

- students. The committee also drafted the policy for the board's approval.
 - Mr. Lambert thanked the committee for their work and assured them of the board's support.
- SY 2019-2020 Budget Presentation
 - Mr. Villanueva presented the SY 2019-2020 budget to the board and the public.

PUBLIC DISCUSSION

Moved by Ms. Micera, seconded by Ms. Sung Min Lee to open the meeting to the public.

Dr. Januzzi from NVD thanked the board and the committee for all the hard work and shared with the board her experience as head of the GSA in NVD.

Moved by Ms. Micera seconded by Ms. Kwon to resume the regular order of business.

CURRICULUM AND INSTRUCTION COMMITTEE

Chairperson Ms. Sung Min Lee, Ms. Bhagat, Mr. Linn

Moved by Ms. Sung Min Lee seconded by Ms. Micera to approve Motions A & B. Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. S. Lee, Ms. Finkelstein, Ms. Bhagat, Ms. Micera,
Ms. Kwon, Mr. Lambert, Ms. S.M. Lee, Mr. Linn and Ms. Kothari

NAYS: None

- A. Motion to approve the following courses for 2018-2019 as recommended to the Superintendent by the Principals:

Staff Member: Lauren Barbieri
 Course No./Title: EDAD 511 Group Process in Supervision for Creative Change and Collaboration in Schools
 Institution: Rider University
 Credits: 3.0

Staff Member: Lauren Barbieri
 Course No./Title: CURR 552 Creative, Ethical Teacher Leadership
 Institution: Rider University
 Credits: 3.0

- B. Motion to approve the following field trips:

School: Hillside
 Group: Grade 1 - Ms. Desimini's Class
 Month: May
 Destination: Closter Nature Center
 Location: Closter, NJ

FINANCE AND PHYSICAL PLANT COMMITTEE

Chairperson Ms. Kothari, Ms. Kwon, Ms. Stephanie Lee

Moved by Ms. Kothari seconded by Ms. Micera to approve Motions A - I.
 Motions were approved by a roll call vote of the Board as follows:

YEAS: Ms. S. Lee, Ms. Finkelstein, Ms. Bhagat, Ms. Micera,
 Ms. Kwon, Mr. Lambert, Ms. S.M. Lee, Mr. Linn and Ms. Kothari
 NAYS: None

A. Motion to approve payment of bills from April 24, 2019 to May 2, 2019 in the amount of:

General Fund (Fund 10)	\$655,392.82
Special Revenue (Fund 20)	\$ 3,834.00
<u>Enterprise (Milk – Fund 60)</u>	<u>\$ 1,078.29</u>
TOTAL	\$659,226.82

B. RESOLUTION APPROVING THE 2019-2020 SCHOOL YEAR BUDGET

BE IT RESOLVED, that the Closter Board of Education, in the County of Bergen, following the Public hearing as required by law, approves the adoption of the 2019-2020 school year budget as follows:

	<i>Budget</i>	<i>Local Tax Levy</i>
General Current Expense (Fund 11)	\$ 21,294,857	\$ 19,878,929
Capital Outlay (Fund 12)	\$ 223,271	
GENERAL FUND TOTAL	\$ 21,518,128	\$ 19,878,929
Special Revenue Fund (Fund 20)	\$ 279,095	\$ 0
Debt Service Fund (Fund 40)	\$ 306,843	\$ 306,843
Total Base Budget	\$ 22,104,066	\$ 20,185,772

And

Be it Further Resolved that the General Fund tax levy of **\$19,878,929** is approved to support Current General Expense that includes an automatic Adjustment for Health Care Costs in the amount of **\$ 22,119** to offset the increase in health care cost, **\$ 177,980** for Enrollment Adjustment and the use of **\$ 233,933** Banked Cap.

And

BE IT FURTHER RESOLVED that the Closter Board of Education accepts the State School Aid for the 2019-20 school year as follows:

Transportation Aid	\$	93,632
Special Education Aid	\$	592,766
Security Aid	\$	91,347
Less: SDA Assessment	\$	<u>-14,941</u>
Total Aid	\$	762,804

And

BE IT FURTHER RESOLVED that the Closter Board of Education withdraws from the Board of Education’s approved Capital Reserve Account in the amount of \$185,000 to fund Other Capital Projects:

Hillside Elementary School

- Heating Upgrade for Airedale Units - \$25,000

Tenakill Middle School

- Heating Upgrade for Airedale Units - \$20,000
- Sidewalk Repair – Harrington Avenue - \$40,000
- Replacement of Auditorium Doors - \$25,000
- Milling and Paving of TMS East Side Parking Area - \$30,000
- Abatement and Replacement of Flooring in Old Wing Corridor - \$45,000

C. APPROVAL OF THE 2019-20 BUDGET - HEALTH CARE COST ADJUSTMENT WAIVER

BE IT RESOLVED that the Closter Board of Education approves the use of the health care cost waiver permitting the tax levy to increase above 2% in the amount of **\$22,119**. The additional tax levy will be used to support the rising costs of health benefits for all district staff.

D. **APPROVAL OF THE 2019-20 BUDGET – ENROLLMENT ADJUSTMENT**

BE IT RESOLVED that the Closter Board of Education approves the use of the enrollment adjustment permitting the tax levy to increase above 2% in the amount of \$177,980.

E. **APPROVAL OF THE 2019-20 BUDGET – USE OF BANKED CAP**

BE IT RESOLVED that the Closter Board of Education approves the use of banked cap adjustment permitting the tax levy to increase above 2% in the amount of \$233,933. The banked cap is to help support the following costs: \$125,038 for hardware and installation of wireless system, installation of layer three switches for WAN connectivity, hardware for caching servers, and hardware and installation of UPS battery backups for networking closets; and \$108,895 for new iPads, Macbooks and SmartBoards for Hillside Elementary School and Tenakill Middle School. The implementation of these programs will be completed by the end of the budget year and will not be deferred or incrementally completed over a longer period of time.

F. **APPROVAL OF MAXIMUM TRAVEL EXPENDITURES FOR THE 2019-2020 SCHOOL YEAR**

WHEREAS, pursuant to N.J.S.A. 18A:11-12, in each pre-budget year, the Closter Board of Education is required to establish a maximum travel expenditure amount for the budget year which may not be exceeded; and

WHEREAS, the Closter Board of Education has determined that the maximum travel expenditure amount includes all travel that is supported by state and local funds; and

WHEREAS, the Closter Board of Education had previously established a maximum amount for the pre-budget year 2018-2019 as \$25,000.00

WHEREAS, the Closter Board of Education has expended \$ 7,912.71 of the maximum amount for the pre-budget year to date; and

NOW, THEREFORE, BE IT RESOLVED, upon the recommendation of the Superintendent of Schools, that the Closter Board of Education hereby establishes the maximum travel expenditure amount of the 2019-20 school year as \$25,000.00.

BE IT FURTHER RESOLVED, that the Business Administrator/Board Secretary is authorized to track and record these costs to ensure that the maximum amount

is not exceeded.

- G. Motion to approve the agreement with Whitehall Associates, Inc. in the amount of \$2,500 for the preparation of a Demographic Study for the Closter Public Schools per Appendix A
- H. Motion to approve Patricia Brett as Home Instructor for Grade 5 student, \$50 per hour, 10 hours per week, beginning July 1, 2019.
- I. Motion to approve attainment of the following merit goals for the 2018-2019 school year by Joanne Newberry, Superintendent:
Goal #1-Early Childhood Advanced Reading Group, 3.33% = \$4,829: **ACHIEVED**
Goal #2-Transgender Committee, 2.50% = \$3,625: **ACHIEVED**
Goal #3-Shifting The Monkey, 3.33% = \$4,829: **ACHIEVED**

PERSONNEL AND MANAGEMENT COMMITTEE

Chairperson Ms. Finkelstein, Ms. Micera, Mr. Lambert

Moved by Ms. Finkelstein seconded by Mr. Linn to approve Motion A. Motion was approved by a roll call vote of the Board as follows:

YEAS: Ms. S. Lee, Ms. Finkelstein, Ms. Bhagat, Ms. Micera,
Ms. Kwon, Mr. Lambert, Ms. S.M. Lee, Mr. Linn and Ms. Kothari

NAYS: None

- A. Motion to approve the Affirmative Action Team to conduct a needs assessment and develop the three-year Comprehensive Equity Plan for school years 2019-2022, attached hereto as Appendix B.

BOARD COMMITTEES

OLD/NEW BUSINESS

Mr. Lambert reminded the board members to complete Ms. Newberry's evaluation.

PUBLIC DISCUSSION

Moved by Ms. Stephanie Lee seconded by Ms. Micera to open the meeting to public discussion.

There were no public comments

Moved by Ms. Micera seconded by Ms. Stephanie Lee to close the meeting to public

discussion.

CLOSED SESSION MOTION

Moved by Ms. Kwon seconded by Mr. Linn to approve the following Closed Session Motion. Motion was carried by a voice vote of the Board:

YEAS: Ms. S. Lee, Ms. Finkelstein, Ms. Bhagat, Ms. Micera,
Ms. Kwon, Mr. Lambert, Ms. S.M. Lee, Mr. Linn and Ms. Kothari

NAYS: None

BE IT RESOLVED that the Closter Board of Education will adjourn to a Closed Session to discuss the following:

Personnel

The matters so discussed will be disclosed to the public as soon as and to the extent that such disclosure can be made without adversely affecting the public.

The Board went into Closed Session at 8:54 PM.
The Board reconvened from Closed Session at 9:10 PM.

ADJOURNMENT

Moved by Ms. Micera seconded by Ms. Kwon to adjourn the meeting at 9:11 PM.

Respectfully submitted,

Floro M. Villanueva, Jr.
Business Administrator/School Board Secretary